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30 June 1965

MEMORANDUM FOR: Deputy Director of Training**SUBJECT** : Information Reporting, Reports and Requirements (IRRR) Course**REFERENCE** : Office of Training Notice dated 20 November 1965 (b)(3)

1. The purpose of this memorandum is to inform you of the nature and content of the Information Reporting, Reports and Requirements (IRRR) Course and the reasons for it being permitted to remain under the jurisdiction of the Operations School. It is my personal opinion that in terms of content the IRRR represents one of OTR's finest contributions to the Clandestine Services in comparison with any of the other eighteen courses presented by the Headquarters Training Branch. In terms of method of presentation, this course also represents one that achieves maximum student participation, involves actual learning which can be readily applied by students, and is one of the several courses which is really "taught" by the Chief Instructor.

2. Although I do not have any direct personal knowledge about the distant background and the establishment of the IRRR, I do know something of its recent evolution. It has been in existence for something over eight years and has just completed its 55th running. At present it is given six times each year with classes numbering from 7 to 15 students. The IRRR has received the full acceptance and support of the Chief, FI Staff/DDP and those elements directly associated with Intelligence Reporting in the Clandestine Services on Staff and Division level.

3. The IRRR is an essential element in the fulfillment of the Headquarters Training Branch Mission; i.e., "courses in advanced and specialized training in support of the Clandestine Services." (Reference) The IRRR and its companion course, the Information Reports Familiarization Course, actually constitute the main increment of our training in Foreign Intelligence. This point can be further elaborated by viewing this course as an integral part of the over-all mission of the Operations School, and as opposed to the mission of the Intelligence School whose primary role is to support the Directorate of Intelligence. The type of materials used in the IRRR, its Chief Instructor, its students and its course objectives clearly reflect the predominant DDP influence.

GROUP 1 Excluded from automatic downgrading and declassification

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4. For your information, I am enclosing a copy of a report which I completed during INRR Course No. 55. This report will give you an idea of the content and method of presentation involved in the INRR. Now having taken the course myself, I am more certain than ever that the INRR makes an important contribution in OTH's overall support of the Clandestine Services. This course should be compulsory for ALL case officers, and in fact should be taken by ALL DDP branch chiefs and chiefs of (small and medium sized) station. As a final point of justification, the INRR constitutes an essential element in the RT Branch series of courses and corresponds to the work done by [redacted] with which we maintain close and continuous contact.

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5. Based on the above, I would strongly appeal for the INRR Course to remain under the jurisdiction of the Headquarters Training Branch/Operations School.

[redacted]
Chief, Headquarters Training

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Attachment:
As Indicated

cc: C/OS/TR

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TRANSMITTAL SLIP		DATE
TO: C/OS/TR		
ROOM NO. 609	BUILDING 1000 Glebe	
REMARKS:		
FROM: C/HT/OS/TR		
ROOM NO.	BUILDING	EXTENSION

FORM NO. 241
1 FEB 55

REPLACES FORM 36-8
WHICH MAY BE USED.

☆ GPO : 1957—O-439445 (47)